



DEPARTMENT OF COMMUNITY SERVICES
PLANNING DIVISION
TOWN OF WEST HARTFORD
50 SOUTH MAIN STREET
WEST HARTFORD, CT 06107-2431
TEL: (860) 561-7555 FAX: (860) 561-7504
www.westhartford.org

PERMIT APPLICATION FOR: (check one of the following)

☐ Lot Split ☒ Special Use Permit ☐ Site Plan
☐ Lot Line Revisions ☐ Subdivision ☐ Building Line

File # 12.86 Application Fee \$350 Surcharge Fee \$60 Date Received 12.18.15

Street Address 1678 Asylum Ave

Lot or Parcel # 1678 Acreage/Lot Area 88.48 Zone R-10

Applicant's Interest in Property

Brief Description of Proposed Activity: Installation of a temporary, practice soccer field in the northeastern portion of the property along Albany Ave, including the construction of a fence.

The undersigned warrants the truth of all statements contained herein and in all supporting documents to the best of his/her knowledge and belief. Furthermore, the applicant agrees that submission of this document constitutes permission and consent to Commission and Staff inspections of the site. *Note: Notice is hereby given the Connecticut Department of Public Health must be notified by applicants for any project located within a public water supply aquifer protection area or watershed area. (CTDPH website at <http://www.dph.state.ct.us>)*

University of Saint Joseph
Record Owner's Name

Bill Carone
Applicant's Name

1678 Asylum Ave
Street

1678 Asylum Ave
Street

West Hartford CT 06117
City State Zip

West Hartford CT 06117
City State Zip

860-232-4571
Telephone #

203-815-9274
Telephone #

Contact Person:

Bill Carone
Name

[Signature]
Applicant's Signature BILL HAWKINS, CONTROLLER

1678 Asylum Ave
Street

Signature of Owner/Authorized Agent

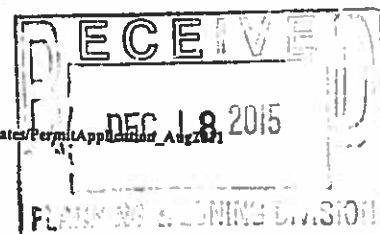
West Hartford CT 06117
City State Zip

203-815-9274
Telephone #

wcarone@usj.edu
E-Mail

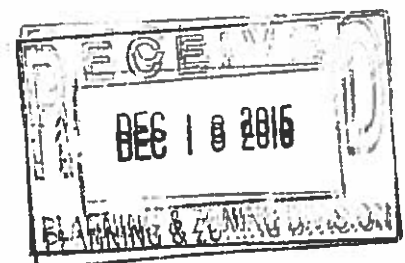
FACILITIES GROUNDS
'MANAGER

U: sd/TPZ/Templates/PermitApplication_Aug2011



PROJECT NARRATIVE
University of St. Joseph
1678 Asylum Avenue
Practice Soccer Field

The proposed project consists of the construction of a temporary practice soccer field for the exclusive use of the University of St. Joseph within an existing grass field on the University of St. Joseph campus, along Albany Avenue and adjacent to the Saint Mary Home. The field will be used in daylight hours, approximately 8 AM to 8 PM and no lighting of the field is proposed. The intent is that the proposed field will allow continued use by the athletic teams during upgrades to the current field within the track in the future. The field is anticipated to be used in this capacity for at least two years. Accessory to the field, moveable benches on gravel pads are proposed as well as black vinyl chainlink fence along three sides (north, south and east). Swales to the north, south and east will help minimize stormwater runoff draining across the field. The field has been graded to minimize earthwork activities while still meeting minimum standards of soccer fields.

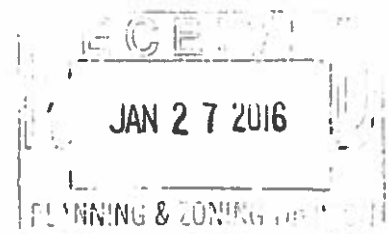




MEMORANDUM

TO: Todd Dumais, Town Planner
FROM: *DJM* Duane J. Martin, P.E., Town Engineer
RE: 1678 Asylum Avenue – University of St. Joseph
DATE: January 27, 2016

The Engineering Division reviewed the Special Use Permit for the University of St. Joseph proposed installation of a temporary practice soccer field and has no comments. The application is acceptable.



DEPARTMENT OF
COMMUNITY SERVICES

January 26, 2016

Bill Carone, Facilities Grounds Manager
1678 Asylum Avenue
West Hartford, CT 06117

**Subject: 1678 Asylum Avenue – University of Saint Joseph
Special Use Permit Application #1286**

Dear Mr. Carone:

The Planning Division received the above-referenced application, submitted by the University of Saint Joseph on December 18, 2015. In my review, I evaluated the following submitted correspondence and plans: *Project Narrative*, no date, no author listed; and plan set titled *Proposed Practice Soccer Field University of Saint Joseph 1678 Asylum Avenue, West Hartford Connecticut Special Use Permit Application*, prepared by Langan Engineering, (5 sheets) dated 12/18/15 for conformance with the current West Hartford Zoning Ordinances and have the following comments:

1. The project narrative should more fully explain the following:
 - a. Is the request for temporary soccer field use limited to two years?
 - b. Is the use of the field restricted to soccer practice only?
 - c. After the temporary use of the field, to what condition will it be restored? (i.e., will any of the improvements be removed or eliminated?)
 - d. How and from where will the field be accessed?
 - e. Were any additional fencing /netting options examined to ensure balls are not kicked off the field and into Albany Avenue?
2. Was any neighborhood / community outreach conducted? If so, please provide a summary report.

All of the above-listed comments should be addressed by way of a modified plan set and/or revised narrative submission no later than January 29, 2016.

If you have any questions on the above noted items please contact me at 860.561.7556.

Best Regards,



Todd Dumais
Town Planner

C: Subject File



File://tpz/SUP/supcomments/AsylumAvenue1678_SUP1286_UofSaintJoseph_TempSoccer_Jan16
TOWN OF WEST HARTFORD
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WEST HARTFORD, CONNECTICUT 06107-2485
(860) 561-7555 FAX: (860) 561-7504
<http://www.westhartford.org>
An Equal Opportunity/Affirmative Action Employer

STEELE ROAD, LLC

January 18, 2016

Todd Dumais, Town Planner
Department of Community Services
Town of West Hartford
50 South Main Street
West Hartford, CT 06107-2485

Re: 1678 Asylum Avenue (University of Saint Joseph)

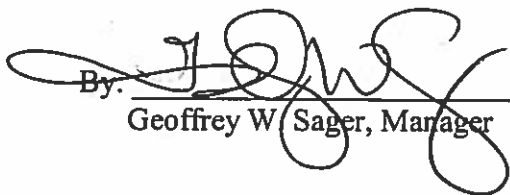
Dear Mr. Dumais:

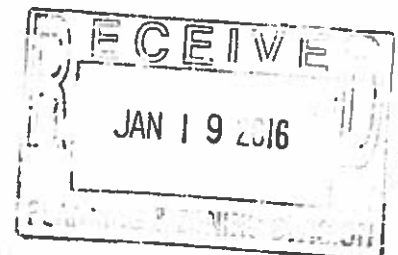
We are building a 150 unit upscale multifamily housing complex adjacent to the University of Saint Joseph. Kindly be advised that the undersigned enthusiastically supports Application (SUP #1286) of the University of Saint Joseph (Bill Carone, Grounds Manager, Facilities Department) seeking a Special Use Permit to construct a practice soccer field.

I can be reached at 860.674.5641 if you have any questions or require anything further.

Very truly yours,

STEELE ROAD, LLC
By: Farm Glen Management, LLC

By: 
Geoffrey W. Sager, Manager



6 Executive Drive, Suite 100 ♦ Farmington, CT 06032-2853
860-674-5641 ♦ 860-677-6919 Fax ♦ GSager@metro-realty.com
AFFIRMATIVE ACTION / EQUAL OPPORTUNITY EMPLOYER

**TOWN PLAN AND ZONING
COMMISSION**

CERTIFIED MAIL

January 12, 2016

Bill Carone
Facilities, Ground Manager
University of Saint Joseph
1678 Asylum Avenue
West Hartford, CT 06117

SUBJECT: 1678 Asylum Avenue (University of Saint Joseph) – SUP #1286

Dear Mr. Carone:

At its regular meeting of Monday, January 4, 2016, the West Hartford Town Plan and Zoning Commission gave consideration to the following item:

1678 Asylum Avenue (University of Saint Joseph) – Application (SUP #1286) of the University of Saint Joseph (Bill Carone, Grounds Manager, Facilities Department) seeking a Special Use Permit to construct a temporary practice soccer field to be used exclusively by the University along Albany Avenue and adjacent to the Saint Mary Home. The field will be unlit and used between the hours of 8am and 8pm. A black vinyl chain link fence along three (3) sides (north, south, and east) of the field is proposed.

After a brief review of the application and its related exhibits and after consideration of staff technical comments, the TPZ acted by **unanimous vote (4 -0)** (Motion/Ahern; Second/Gillette) (Gillette seated for Freeman) (Donelson for Seder) (Maresca recused herself) to schedule this matter for public hearing on **Monday, February 1, 2016 at 7:15 P.M. in the Legislative Chamber, Room 314, West Hartford Town Hall, 50 South Main Street.**

You should plan to attend this meeting and be prepared to explain your proposal and also be ready to answer the questions of the Commission and those of the general public.

Additionally, you are hereby advised that you are required to post a sign on the subject premises giving notice of the public hearing. Signs must be posted in a visible location from the street and must be installed at least seven (7) days before the date of the public hearing. Signs and an affidavit are available at the Town Planner's Office.

If you have any questions, please feel free to contact the Planning Staff at 860.561.7555.

Sincerely,



Kevin Prestage
Chairman TPZ/IWWA

C: Ronald Van Winkle, Town Manager
Joseph O'Brien, Corporation Counsel
Essie Labrot, Town Clerk
Subject File

Mark McGovern, Director of Community Services
Duane Martin, Town Engineer
Todd Dumais, Town Planner



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